

**Minutes of a Governance, Agenda and Priorities (GAP) Standing Committee held in the Council Chambers at the Municipal Offices in Fort McMurray, Alberta, on Thursday, April 18, 2013, commencing at 11:30 AM**

Present: Mayor M. Blake  
Councillor C. Burton, Chairperson  
Councillor D. Kirschner  
Councillor J. Stroud

Absent: Councillor A. Vinni

Administration: G. Laubenstein, Chief Administrative Officer  
A. Rogers, Senior Legislative Officer  
A. Hawkins, Legislative Officer

**Call To Order**

Deputy Mayor Burton called the meeting to order at 11:54 a.m.

**Adoption of Agenda**

Moved by Councillor Stroud that the agenda be adopted as presented.  
CARRIED UNANIMOUSLY

**Minutes of Previous Meetings**

**1. Minutes of January 17, 2013**

Moved by Councillor Stroud that the Governance, Agenda and Priorities Standing Committee Minutes of January 17, 2013 be adopted as presented.  
CARRIED UNANIMOUSLY

**New and Unfinished Business**

**2. Discussion regarding possible development of an Aboriginal Consultation Policy (Maggie Farrington, Director, Aboriginal, Rural and Citizen Relations)**

Discussion occurred relative to the drivers behind such a policy and what would or should be included within the policy. Reference was made to initiatives within Industry and it was questioned whether or not the Municipality could actually put similar processes in place, such as policy for aboriginal hiring. It was suggested the Municipality should develop an overall strategy of what diversification means to the Municipality and what the organization does about it. Due to the complexity and variety of components within this subject matter, it was suggested that a task force be established for further investigation.

It was agreed that administration (Aboriginal, Rural and Citizen Relations and Employee Development and Support Services) will come back to speak to the Committee about what the Municipality currently has in place relative to diversification and consultation and how the process works.

Moved by Councillor Stroud that the Directors of Aboriginal, Rural and Citizen Relations and Employee Development and Support Services report back to the GAP Standing Committee prior to Council's Summer Recess to provide an overview of the proposed task force and its mandate, and identify basic principles of the future policy.

CARRIED UNANIMOUSLY

### **3. Elected Official – Administration Communication Protocols**

It was agreed that the Communication Protocols include the following:

- Chief Administrative Officer will update Council members immediately in the case of a sensitive or urgent matter; and
- Information requested by individual Councillors will be shared with all Council members.

A break occurred from 12:20 p.m. to 12:59 p.m. at which time Mayor Blake joined the meeting.

Moved by Councillor Stroud:

that the amended Elected Official - Administration Communication Protocols as outlined in Attachment 1, dated April 18, 2013 form the basis of a Council Policy; and

that Administration prepare the Elected Official-Administration Communication Policy for consideration at the next Governance, Agenda and Priorities Standing Committee meeting.

CARRIED UNANIMOUSLY

### **4. Discussion regarding recommendations from November 2012 Governance Workshop (Councillor Kirschner) and Continuation of Discussion - Priorities - GAP Committee**

Discussion occurred regarding a governance review as well as the possibility of or interest in conducting an operational review. It was noted that if necessary, an operational review could be commissioned to report to the new Council for their consideration. It was suggested this matter can be presented at an Administrative Briefing to understand the basis for conducting such a review and determining whether or not the concerns justify the cost and time and expense in doing such a review.

Moved by Councillor Kirschner that an external consultant be hired to review Council's policies prior to the 2013 municipal election and identify what basic Council governance policies are required or could be deleted for Council's protection and that of the Municipality.

CARRIED UNANIMOUSLY

It was suggested the analysis be submitted to the new Council for consideration and action if required.

**Adjournment**

Moved by Councillor Stroud that the meeting be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 1:19 p.m.

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Mayor

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Chief Legislative Officer